

# AUDIX® Telephone User Interface for Avaya Modular Messaging Wallet Card

## ENTERING THE SYSTEM

1. Call the system access number: 5999

**Note:** If you are calling from someone else's office extension or from outside your organization, you must do one of the following:

- Mailbox associated with extension: Press [\*] [#] and then enter your mailbox number.
- No mailbox associated with extension: Press [#] and then enter your mailbox number.

2. Enter your password followed by [#].

### GENERAL TIPS Get help [\*] [4]

Go back to activity menu	[*] [7]
Bypass greeting when recording	[1]
Transfer to covering extension	[*] [0]
Transfer to another mailbox	[*] [8]
Make system wait	[*] [9]
Access names or numbers directory	[*] [*] [6]
Disconnect	[*] [*] [9]

## ACTIVITY MENU

<b>Record and send messages</b> (Record, edit, address, deliver)	[1]
<b>Get and respond to messages</b> (Retrieve, delete, respond, print)	[2]
<b>Create personal greetings</b> (Record, edit, activate)	[3]
<b>Set personal options</b> (Change fax preferences or password, record name, administer lists)	[5]
<b>Set Call Me options</b> (Have system call you when away or when you have messages)	[6]
<b>Scan messages quickly</b> (Scan messages or headers)	[7]

## PLAYBACK CONTROLS

Rewind	[2]	Skip forward	[6]
Pause/Resume	[3]	Quieter	[7]
Louder	[4]	Slower	[8]
Skip backward /		Faster	[9]
Next language*	[5]	Replay	[0]

\* If your system supports multiple languages